



STATE OF ILLINOIS)
) SS
COUNTY OF DU PAGE)

IN THE CIRCUIT COURT OF THE 18TH JUDICIAL CIRCUIT
DU PAGE COUNTY, ILLINOIS

IN THE MATTER OF COURT OPERATIONS)
UNDER THE EXIGENT CIRCUMSTANCES CREATED) Administrative Order 20-36
BY THE CORONAVIRUS (COVID-19) INVOLVING)
FELONY, MISDEMEANOR/TRAFFIC & SPECIALTY/)
JUVENILE COURTS DIVISIONS)

WHEREAS, the outbreak of Coronavirus (COVID-19) in the United States has necessitated the justice system to take prudent, proactive measures to reduce the risk of exposure and prevent the spread of the virus; and,

WHEREAS, due to the frequently changing circumstances involved with the COVID-19 pandemic, measures must continue to be implemented and updated to both protect the health and safety of all those working inside the courthouse and the public, and to ensure the fair and efficient access to justice; and,

WHEREAS, the March 17, 2020 Illinois Supreme Court Order M.R. 30370 directed Illinois courts to “hear essential court matters and proceedings” and authorized courts to conduct both essential and nonessential matters and proceedings remotely, subject to constitutional and practical limitations; and,

WHEREAS, the May 20, 2020 Illinois Supreme Court Order M.R. 30370 modifies its March 17, 2020 Order in that it authorizes each circuit court, effective June 1, 2020, to return to hearing all court matters, whether in-person or remotely, according to a schedule to be adopted for each county by the Chief Judge in each circuit; and,

WHEREAS, the May 20, 2020 Illinois Supreme Court Order directs that circuit courts shall continue, to the extent possible, to allow for appropriate social distancing and attempt to reduce the number of persons appearing personally for court appearances and should also take into consideration the Supreme Court Guidelines for resuming Illinois judicial branch operations during the COVID-19 pandemic: and,

WHEREAS, it is in the best interest of those working inside the courthouse and court-related facilities and the general public to further limit the number of people who must physically appear for court business.

NOW, THEREFORE, IT IS HEREBY ORDERED, pursuant to Illinois Supreme Court Rule 21(b), Illinois Supreme Court Order M.R. 30370 and the Court’s inherent authority:

This Administrative Order 20-36 is effective August 24, 2020 and remains in effect until further order of Court. This Order supplements, and to the extent any provisions are inconsistent, supersedes Administrative Order 20-26 (as amended).

IT IS FURTHER ORDERED:

GENERAL PROCEDURES

- Starting August 24, 2020, most felony and misdemeanor court matters will proceed only by remote videoconference via Zoom. To access a Zoom court proceeding, go to the homepage of the Circuit Clerk's website at www.18thjudicial.org and select the "**Remote Court Proceedings (Zoom)**" icon.
- Rules of conduct for Zoom court proceedings can be found on the Circuit Clerk's Remote Court Proceedings webpage. All persons participating in a Zoom court proceeding must follow these rules and any others established by the assigned judge. Failure to do so can result in removal from the Zoom court proceeding.
- Judges will conduct Zoom court proceedings from the bench in open courtrooms at regularly scheduled court times to ensure public access to judicial proceedings. **However, no in-person court proceedings, other than those exceptions listed below herein, will take place before 11:00 A.M.**
- Case document filings for a Zoom court proceeding must be filed with the Circuit Clerk through **i2File**. Follow the steps for **i2File** outlined on the Circuit Clerk's website at www.18thjudicial.org and select the **Criminal E-Filing-i2File icon**. Courtesy copies of any documents filed through **i2File** for a Zoom court proceeding must be emailed to the judge at **least 24 hours prior to the court proceeding**. Documents needed for in-person court proceedings at 11:00 A.M. or 1:30 P.M. may be filed in open court. Below are respective email addresses:

Felony

Room 4000 John.Kinsella@18thjudicial.org
Room 4002 Kavita.Athanikar@18thjudicial.org
Room 4004 Brian.Telander@18thjudicial.org
Room 4006 George.Bakalis@18thjudicial.org
Room 4010 Alex.McGimpsey@18thjudicial.org
Room 4012 AnnCeline.Walsh@18thjudicial.org
Room 4014 Jeffrey.MacKay@18thjudicial.org

Misdemeanor

Room 4001 Paul.Marchese@18thjudicial.org
Room 4003 Robert.Miller@18thjudicial.org
Room 4005 Monique.O'Toole@18thjudicial.org
Room 4007 Joshua.Dieden@18thjudicial.org
Room 4015 George.Ford@18thjudicial.org (temporarily assigned)
Room 4017 Joseph.Bugos@18thjudicial.org

- The following matters are exceptions to Zoom proceedings and shall proceed in-person at their currently scheduled court dates and times until further order of the Court:
 - Orders of Protection
 - Matters set in Traffic courtrooms
 - Juvenile delinquency matters in courtrooms 3000 & 3002 (M,W,TH,F)

CRIMINAL MATTERS

Court matters set by a judge at either 11:00 A.M. or 1:30 P.M. shall proceed in-person. These matters include the following:

- Guilty pleas
- In-custody matters when an appearance is not waived
- Motions to increase or revoke bond
- Evidentiary civil (SSH) and criminal hearings
- Bench and jury trials
- Other matters deemed by the assigned judge as essential to proceed in-person

1. BOND COURT

- Court matters shall proceed via video bond court or Zoom at their currently scheduled court times consistent with Administrative Order 20-26 (as amended) **except for the following:**
 - In-custody matters on Category A felony offenses when an appearance is not waived
 - Motions to increase or revoke bond
 - Other matters deemed by the assigned judge as essential to proceed in- person

The above-listed exceptions shall proceed in-person at either 11:00 A.M. or 1:30 P.M. as set by the assigned judge. **Due to Sheriff's Office staffing and scheduling needs, in-person matters involving inmates can only proceed at 1:30 P.M.**

2. FELONY DIVISION

- Matters shall proceed via Zoom at their regularly scheduled court times.
- Matters listed above herein as exceptions to Zoom shall proceed in person at either 11:00 A.M. or 1:30 P.M. as set by the assigned judge.
- Hearing and trial **calls** shall proceed via Zoom. After the judge determines which hearing or trial will proceed, it will proceed in-person at either 11:00 A.M. or 1:30 P.M. as set by the assigned judge.
- Matters previously set at 1:30 P.M. shall proceed in-person.

3. MISDEMEANOR DIVISION

- Matters shall proceed via Zoom at their regularly scheduled court times.
- Matters listed above herein as exceptions to Zoom shall proceed in person at either 11:00 A.M. or 1:30 P.M. as set by the assigned judge.
- Hearing and trial **calls** shall proceed via Zoom. After the judge determines which hearing or trial will proceed, it will proceed in-person at either 11:00 A.M. or 1:30 P.M. as set by the assigned judge. Witnesses should remain on-call in the manner and method designated by the parties responsible for their appearance at a hearing or trial.
- Matters previously set at 1:30 P.M. shall proceed in-person.

4. SPECIALTY & JUVENILE COURTS DIVISION

Specialty Courts

- Matters shall proceed via Zoom at their regularly scheduled court times.
- Matters listed above herein as exceptions to Zoom shall proceed in person at either 11:00 A.M. or 1:30 P.M. as set by the assigned judge.
- Hearing and trial **calls** shall proceed via Zoom. After the judge determines which hearing or trial will proceed, it will proceed in-person at either 11:00 A.M. or 1:30 P.M. as set by the assigned judge. Witnesses should remain on-call in the manner and method designated by the parties responsible for their appearance at a hearing or trial.
- Matters previously set at 1:30 P.M. shall proceed in-person.

Juvenile Courts

- No change in current court operations

5. ORDERS OF PROTECTION

- No change in current court operations

6. TRAFFIC COURTS

- No change in current court operations

IT IS FURTHER ORDERED the court may issue further orders, as necessary, to address the changing circumstances surrounding the COVID-19 pandemic.

Entered this 18th day of August, 2020 and **effective August 24, 2020.**

ENTER:

A handwritten signature in black ink, appearing to read "Daniel P. Guerin", written over a horizontal line.

Daniel P. Guerin
Chief Judge

Dated: August 18, 2020
Wheaton, Illinois